

Sheridan Fire District
Special Board Meeting
6/24/2025

Attendance: Cory Chrisman, Ray Bottenberg, Gary Giddings, Pete Gutbrod, Tammy Heidt
Others present: Chief Roy Hari, Division Chief Phill Riggs, Marguerite Alexander
Online: Nicole Fitzgerald and later Luken.

Tammy called the meeting to order at 6:07 p.m.

Chief Hari read into the record a document outlining the serious financial situation facing the district and his recommendations for immediate actions to address the budget shortfall. These include

- Reduction in force to 2 line staff, one Chief Officer and 1 admin assistant per day.
- Reduction of overtime and the alternate use of part-time employees
- Early termination of the contract with Interim Chief Roy Hari to end no later than 8/15/25 instead of 11/30/25. His services will not be necessary if the District will not be conducting a Fire Chief search. This will save the District approximately \$35,000.
- Suspend search for a fire chief leaving the position vacant for the 2025-2026 fiscal year and then hiring someone within the fire district
- Suspend contributions to LOSAP

These reductions would result in a savings of approximately \$567,500 and would allow the district to pay outstanding bills, make loan payments, reorganize finances and set a course for the future.

Other potential cost-saving measures could include closing the front office and reducing the administrative assistant's hours and cancelling the contract with the CPA. This could potentially save an additional \$30,000 per year.

If the Board were to accept Chief Hari's recommendations, the last day for current staffing levels will be in late July, then the layoffs will take effect. The District would still meet its ASA requirement of one ALS ambulance.

Chief Hari asked for the board to renegotiate his contract after it has been run by George Dunkle. Tammy said she already had but will follow up.

Gary made a motion for a reduction in force to two line staff (one of which is a paramedic) one chief officer and one administrative assistant. Ray seconded the motion. The motion carried unanimously.

Cory moved to terminate the Interim Chief's contract August 15 through Nov. 30, 2025 and suspend the search for a fire chief for FY 2025-2026. Pete seconded the motion. The motion carried unanimously.

The district will look into the option of negotiating an hourly rate for a fire chief, as needed, after speaking with SDAO.

Gary made a motion to suspend the LOSAP contribution at this time. Pete seconded the motion. The motion carried unanimously.

Chief Hari will handle communication with the newspaper. He also recommended holding a work session mid November, after taxes come.

Chief Hari said he would sit down with Division Chief Riggs to look at options for cutting costs/paying bills.

The Board asked Chief Hari to look into EMS write-offs. They also asked to have the accountant simplify the financial reports. They need a balance sheet but both Gary and Pete said they do not like the 3-month rolling report.

Tammy asked for an update on the Umpqua Bank loan. She was made aware that the loan was to close on either 6/26 or 6/30. Are there more closing documents to sign? The titles to the 2018 and 2021 medics and an engine will be used as collateral.

Tammy made a motion to allow Riggs signing authority for any additional documents for the loan at Umpqua Bank due to the fact that Chief Thomas is on vacation and unavailable. Pete seconded the motion. The motion carried unanimously.

For the Good of the Order

1. Chief Hari will work all of July 4. His normal work hours are Saturday-Wednesday.
2. Signers on the US Bank account. As Tammy is the only signer beside Chief Thomas, she will write a check to transfer money from US Bank to Umpqua.

There was no public comment.

Gary made a motion to adjourn. Ray seconded the motion. The meeting was adjourned at 7:02 p.m.

Respectfully submitted:

Marguerite Alexander, Administrative Assistant